

Fort Ord Reuse Authority
920 2nd Ave., Ste. A
Marina, CA 93933

July 17, 2017

REQUEST FOR QUALIFICATIONS FOR ON-CALL ENGINEERING AND DESIGN SERVICES

Dear Consultant,

The Fort Ord Reuse Authority ("FORA") is the lead agency on South Boundary Road, General Jim Moore Boulevard, and Gigling Road improvements. These roadways are in various stages of engineering design and awaiting completion. FORA is seeking qualifications for a team of professionals in the disciplines of civil engineering (inclusive of utility system expertise), geotechnical engineering, landscape architecture, environmental assessment, construction management, construction observation and construction testing to continue implementation of the public improvements for which FORA has responsibility.

Background

FORA is the legislatively created public corporation responsible for the implementation of the 1997 Base Reuse Plan ("BRP") for the former Fort Ord, located on Monterey Bay, California, which guides the land use, scope and definition of proposed development on this former military enclave. Since 1995, FORA has advanced a series of public improvement projects that are required to mitigate the impacts of development proposed under the BRP. These project requirements are guided by a Capital Improvement Program ("CIP"), which is updated and approved by the FORA Board of Directors annually.

A figure is included (**Attachment A**) providing a pictorial representation of the remaining roadways in the FORA CIP. The BRP and current CIP are available at the FORA office and online at www.fora.org.

To date, FORA has advanced several professional service contracts resulting in installation of approximately \$70,000,000 of infrastructure, which represents approximately 33% of FORA's base-wide financial obligations. All services provided have been secured through the formal solicitation and negotiation process on a project-by-project basis with the work managed by FORA staff. The revenue sources covering project "soft" and "hard" costs have predominately been U.S. Department of Commerce Economic Development Administration ("EDA") grants, State of California Defense Adjustment Matching grants and FORA revenue bonds. However, land use jurisdictions' (the Cities of Marina, Seaside, Del Rey Oaks, Monterey and Monterey County) development projects also provide development fees and land sale revenues to fund FORA's public improvements.

Therefore, FORA seeks an "on-call" team of professionals in the disciplines of civil engineering (inclusive of utility system expertise), geotechnical engineering, landscape architecture, environmental assessment, construction management, construction observation and construction testing to continue the implementation of the FORA's public improvements. This work effort will include, but not be limited to,

utility system master planning as well as the preparation of bid-ready construction documents for a series of priority projects as defined in the CIP document.

It is FORA's expectation that this request for Statements of Qualifications ("SOQ's") process will culminate in an on-call professional service agreement inclusive of a detailed scope of services that will be negotiated for advancing priority projects for which funding may become available within the next several months. The term of the on-call service agreement will be three years, with time extensions at FORA's discretion.

Purpose

The estimated magnitude for the Scope of Work is between \$750,000 and \$1,000,000. It is estimated the work will take between twelve (12) and eighteen (18) months. FORA's cost limitations for the three roadways is \$13,014,318.

SCHEDULE

Event	Dates
Qualified Vendor Notification and Request for Qualification	07/19/2017
Pre-Proposal Conference @ FORA Offices	2:00pm PST 08/01/2017
Deadline To Submit Questions & Clarifications	17:00pm PST 08/03/2017
Deadline to Submit Proposal	12:00pm PST 08/14/2017
Selection Committee Review of Proposals	08/15-08/18/2017
Interview Notification	08/18-21/2017
Interview Date	08/28-8/31/2017
Notice of Intent to Award	9/1/2017

STATEMENT OF QUALIFICATIONS

Interested consultants are requested to submit SOQs that illustrate the capabilities of an integral team of professionals capable of performing services in the disciplines noted above.

Statement of Qualifications. SOQ's will include an **Executive Summary**, limited to five pages, that outlines the consultant's **understanding** of and **approach** to providing the services to FORA to advance requisite projects as funding becomes available. Review of the aforementioned FORA BRP and FORA CIP documents should provide sufficient background to proposers to develop an understanding of the FORA program and project requirements, which may be funded or partially funded by the EDA or other grant dollars.

FORA anticipates that in some cases, the professional team proposed may be comprised of representatives from a single firm with the appropriate required expertise drawn from internal corporate resources, while in other cases, the professional team may be comprised of a prime consultant in a lead team member role with one or more firms as sub-consultants to the lead consultant. In either case, the SOQ should be sufficiently detailed to demonstrate the internal working relationships of the team members. An **organizational chart** and **resumes** of individual team members that are placed in key roles in the team shall be submitted with the **resume of the team leader** who will be the primary point of contact with the FORA project manager(s).

Evidence of previous success of the proposed team in completing public works infrastructure projects from conceptual design through completion of construction is a required and important component of the submittal. The submittal shall include **examples** of successfully completed projects (by the proposed team) in the \$2M to \$20M range of value of public works infrastructure projects. The example projects should emphasize transportation projects that entail the full complement of public works component facilities (e.g., sanitary sewer collection, storm drainage, water distribution, gas, electric, telecommunications, transit, pedestrian, bicycle, irrigation, landscaping, etc.). **Point of contact references** for the agencies for which the projects were developed and completed shall accompany the example projects.

FORA will review submittals for the experience of the team members as well as the demonstrated effectiveness of team members working together on projects similar to FORA's projects. Therefore, experience and qualifications of the firm(s) should be limited to brief statements of the firm's history and background.

Costs. Provide a **fee schedule** that includes each position/classification required to provide the services described in the scope of work, and all reimbursable fees and expenses. Provide the direct labor cost, fringe and overhead rate, and fee for each position/reimbursable.

Submission and Delivery Instructions

Six (6) hard copies of the proposal shall be submitted to Peter Said, Project Manager, no later than 08/14/2017 at 12:00pm at Fort Ord Reuse Authority, 920 2nd Ave, Suite A, Marina, CA 93933. At least one copy shall be identified as "master copy" and shall contain original signatures. Proposers will submit one copy electronically on a CD, DVD, or flash drive to the above address. FORA reserves the right to duplicate or disseminate for internal use any material provided. All submittals become the property of FORA and will be confidential until after a contract is executed. Each proposal shall be a maximum of fifteen (15) double-sided sheets. Appendices and references do not count towards the page limitation.

Evaluation Process

A Selection committee comprised of staff professionals from FORA will determine responsiveness and evaluate all proposal submittals. Please review the evaluation criteria (**Attachment B**). The evaluation process will consider all required information. Each criterion will be scored based upon a pre-determined point system. Interviews with the highest-ranking teams may be scheduled at the sole discretion of FORA staff.

Please contact Peter Said if you have any questions about this Request for Qualifications.

Sincerely,

Peter Said
Project Manager
peter@fora.org
(831) 883-3672

1. **Attachment A: Vicinity Map & Remaining FORA CIP Projects**
2. **Attachment B: Selection Criteria & General Provisions**
3. **Attachment C: Sample Contract**